



## EMS Information Bulletin 2017-06

**DATE:** Feb. 2, 2017

**SUBJECT:** Minimum staffing

**TO:** Pennsylvania EMS Agencies

**FROM:** Aaron M. Rhone, EMS Program Manager

A handwritten signature in black ink, appearing to read "A. Rhone", written over the name in the "FROM:" field.

Title 28, Subchapter B. EMS AGENCY SERVICES, identifies minimum staffing for each level of agency licensure.

If the minimum staffing for an ambulance is achieved utilizing personnel from different agencies, a response plan, staffing plan and staffing agreement between the agencies must be in place in advance of the response. These plans and agreements will be subject to inspection and approval with the licensure application.

For clarification, the agency that is providing the vehicle for transport must be licensed at the level of care being offered through the staffing agreement. For example, if a staffing agreement is used to lease advanced life support (ALS) level personnel and/or equipment to offer advanced life support services, the agency that provides the vehicle for transport must be licensed at the advanced life support level for which care is being offered.

The agreement must address the following:

- How leased/shared personnel will respond to an emergency scene;
- The process used for scheduling of leased/shared personnel;
- Workers' compensation – identifying the agency accepting responsibility for workers' compensation coverage of each crew member;
- Liability insurance – identifying the agency assuming responsibility for liability of each crew member;
- Medical direction – identifying which agency medical director will assume responsibility for each crew member; and
- Patient care reports – identifying which agency will be responsible for the completion of PCRs for ALS and BLS calls.

The department recognizes that situations may arise that will require the use of personnel from different agencies without a prior agreement. The agencies should act in the best interest of the patient in those instances; however, the event should be reported to the appropriate regional council within 24 hours to ensure compliance with the rules and regulations.